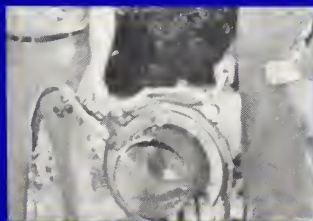




# roberson technical institute

july 1, 1971  
to june 30, 1972



annual  
report





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It is the purpose of this report to provide for the citizens of Robeson County and governmental officials, at both the state and county level, a general overview of the activities performed at Robeson Technical Institute from July 1, 1971, through June 30, 1972. (Except where details are thought to be of particular importance they have been avoided.)

It is the desire of the trustees, students, and

personnel of Robeson Tech that the citizens of our county and this entire area be involved in the governance, performance, and activities of the school, and that the citizens be kept informed of the progress of the school. It is with this spirit that this Annual Report has been prepared. Additional copies are available upon request.

Craig Allen

President

R. Craig Allen .....	President
Ronald C. Brown .....	Registrar
Rosa W. Cooper .....	Accountant
Marcus Everitte .....	Librarian
Russell E. Hellekson .....	Business Manager
George E. Howard .....	Dean of Instruction
Harmon Kivett .....	Area Consultant
James Willis Lawson .....	Assistant Educational Director
R. Frank Leggett, Jr. ....	Director, Continuing Education
Eddie M. Locklear .....	Counselor
Marie M. Malloy .....	Director, Student Personnel
T. Eugene Mercer .....	Assistant Educational Director
Thaddeus Sexton, Jr. ....	Director, Career Education
Frederick G. Williams, Jr. ....	Outreach Representative

## board of trustees

I. J. Williams, Chairman  
Guy P. McCormick  
Vernon Floyd  
E. W. Ayers  
J. A. Singleton, Jr.  
John L. Carter  
A. D. Lewis  
B. C. McBee  
Gene Ballard  
John Willie Oxendine  
Scott Shepherd  
Reverend Arnold Walker

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W. Dallas Herring, Chairman

John A. Pritchett, Vice-Chairman

Edwin Gill, Treasurer

A. Craig Phillips, State Superintendent

Charles E. Jordan

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G. Douglas Aitken

R. Barton Hayes

John M. Reynolds

Mrs. Mildred S. Strickland

Harold L. Trigg

Richard Cannon Erwin

## robeson county board of commissioners

Howard M. Cooper, Chairman

Carl L. Britt, Vice-Chairman

Herman Dial

Sam R. Noble

George Reed Pate

J. A. Singleton, Jr.

W. D. Wellington

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As a result of efforts begun during the last school year, the Robeson Technical Institute has received affiliation with both the Southern Association of Colleges and Schools and the State Board of Education.

On March 8, 1971, the Board of Trustees of the Robeson Technical Institute voted unanimously to apply to the State Board of Education for accreditation under its procedure for accrediting the technical institutes and community colleges within the system. As a result of this, the office of Institutional Evaluation and Accreditation was contacted with a request that Robeson Technical Institute be considered for accreditation. Local officials were immediately notified that Robeson Tech would be considered for evaluation and accreditation by the State Board of Education.

A Steering Committee of local administration and faculty members of the school was selected by the President. This committee, in turn, set up committees of special purpose to perform a thorough study of all aspects of the Institute. From this study a status study instrument was prepared. In the spring of this year a visiting team of officials from community colleges and technical institutes across the State of North Carolina visited Robeson Technical Institute to compare the findings of the status study report with the actual operating procedures of Robeson Technical Institute. As a result, certain recommendations were made for consideration by the trustees, administration, and faculty of the Institute in order to improve the conditions and operation of the school.

Minor changes were made in the operating procedure and a response was prepared by the Presi-

dent, with the able assistance of the staff and faculty, and submitted at the spring meeting of the Community College Evaluation Screening Committee. This committee is responsible for making recommendations to the State Board of Education for consideration of any institution for full accreditation. On June 15, Dean Howard and President Allen appeared before the Evaluation Screening Committee at its regular spring meeting in Wilmington in order to answer questions concerning the Status Study Report, any recommendations made by the Visiting Committee, and the responses as prepared by the staff to these recommendations.

On July 6, the State Board of Education at its regular meeting granted full accreditation to Robeson Technical Institute.

On August 2, 1971, the officials of Robeson Technical Institute wrote the Southern Association of Schools and Colleges of their interest in pursuing accreditation. Robeson Technical Institute was, in turn, informed that it would be considered for accreditation with the Southern Association of Schools and Colleges and was asked to prepare a Status Study for the consideration of Southern Association officials. At a later date, Robeson Technical Institute was visited by two officials of the Southern Association of Schools and Colleges. As a result of their findings, the Institute was granted Corresponding Status with their Association.

The action of both the State Board of Education and the Southern Association is a testimonial to the fact that Robeson Technical Institute, at this point in its development, is maintaining the quality school expected by these accrediting agencies.

Site for a new 70-acre campus was purchased in 1970 at the intersection of Interstate 95 and U.S. 301. This year plans were completed for a complex of seven buildings with a total space in excess of 48,000 square feet. The bids for contracting the building were let to the contractors soon after the first of the calendar year, and actual construction of the buildings began on February 14, 1972. Construction is well underway and the buildings are to be completed and occupied by September of 1973.

On the Barker Ten Mile campus, students have completed the construction of three twenty-by-thirty-foot units which will be used for classrooms at the present location, and later moved to the new campus and set up in a modular arrangement. These units, when placed on the new campus, will be brick veneered in order to present a more attractive appearance. The plans for these buildings were drawn by the drafting class at the school. The foundations were done by the masonry students. The carpentry students have constructed the buildings, and the electrical wiring was done by the electrical installation and maintenance class. These buildings will be used beginning in September 1972.



## total enrollment

This year the student body of Robeson Tech has grown to a total enrollment of 5,530. Of this total number, 437 students were enrolled in full-time courses, meeting from 25 to 40 hours per week in programs financed through regular State sources, the Manpower Development Training Act, and the Concentrated Employment Program. Enrollment in part-time curriculums, prison program, college preparatory program, and veteran farmers training program total 358. Students enrolled in part-time courses which are in the Adult Basic Education, Adult High School, Learning Laboratory, community service programs, Occupational Extension, and General Adult Education programs number 4,735.

## board of trustees

As a result of the action of the last Legislature, Robeson Technical Institute acquired full chartered status as of July 1, 1971. This action resulted in the eight-man Board of Trustees, which had operated in an advisory capacity, being increased to twelve members and being granted full corporate status. The four additional members of the Board of Trustees were appointed by the Governor of the State of North Carolina: Mr. Gene Ballard, Mr. John Willie Oxendine, Mr. Scott Shepherd, and Reverend Arnold Walker. These members were in addition to the eight who had been formerly appointed by the Boards of Education of the County and the Board of County Commissioners: Mr. Guy P. McCormick, Mr. Vernon Floyd, Mr. I. J. Williams, Mr. E. W. Ayers, Mr. J. A. Singleton, Jr., Mr. John L. Carter, Mr. A. D. Lewis, and Mr. B. C. McBee.

The personnel of Robeson Technical Institute suggested that lay people of the county be involved in the planning and operation of the technical institute. This suggestion resulted in the appointment by the Board of Trustees of the Long-Range Planning Committee for the purpose of assisting in the planning of the school in order that it might be more closely attuned to the needs of the adults and the business and industry of Robeson County. This committee is composed of twenty-four members who represent the lay persons of Robeson County, with assistance from members appointed from the Board of Trustees, the Administration, and faculty of Robeson Technical Institute. The general purposes of the Long-Range Planning Committee are five-fold and are as follows:

1. To study the general population trends and to project potential student population annually through 1980.

2. To identify areas of study which are needed to help meet total adult educational needs of Robeson County.
3. To study student and community services needed.
4. To study facility needs necessary to support educational programs and services to include classrooms, laboratories, shops, student center, library, and administrative offices.
5. To identify sources of revenue necessary for the support of new and expanded facilities and services.

This committee is made up of the following persons:

Board Members: Mr. Scott Shepherd, Mr. John L. Carter, Mr. B. C. McBee



R.T.I. Administrators and Faculty Members: Mr. George Howard, Mr. Thad Sexton, Mr. Frank Leggett, Mr. Fred Williams, Mr. Russell Hellekson, Mrs. Marie Malloy

Lay Members: Mr. Barto Clark, Mr. Jim Blacklock, Mrs. Guy Osterneck, Mr. Howard Davis, Mrs. Alene Holmes, Mr. Charles Warwick, Mr. Charles B. Pate, Dr. M. T. Jordan, Mr. Wilson Blackmon, Mrs. Matthew Margolis, Mrs. Mabel Ziegler, Mr. Wilson J. McNeill

Tremendous progress has been made since the appointment of this committee. Officers have been elected, sub-committees have been appointed to study each of the general purposes, and much data has been assembled for study in order to identify the information needed. This committee was appointed to serve until the goals have been met. The study should be complete soon after the end of this calendar year (1972).

## student services

### General:

A Student Services Manual, completed this year, is a source of information for all school personnel, students, and the public, so that the philosophy, purposes, and functions of Student Services can be more clearly understood. A reference copy of the manual is in the school library. Procedures are described in carrying out the fourteen basic areas of service:

- |                                |                             |
|--------------------------------|-----------------------------|
| 1. Information and recruitment | 8. Financial Aid            |
| 2. Counseling                  | 9. Housing                  |
| 3. Testing                     | 10. Health                  |
| 4. Admissions                  | 11. Placement               |
| 5. Orientation                 | 12. Activities              |
| 6. Registration                | 13. Graduation              |
| 7. Records                     | 14. Research and evaluation |

A full-time registrar was employed in September, and responsibilities of the staff were redefined. Office hours were extended to 10 p.m. on Mondays through Thursdays. There are three active advisory committees: Student Affairs, Financial Aid, and Student Activities. The three staff members have attended a total of 16 workshops and seminars during the year for professional improvement, and one member is continuing study toward a master's degree.

Correspondence has been sent to all past graduates, with good response. An "Alumni News" column, included in the spring edition of the school paper, has been mailed to each graduate.

Student Services sponsored a safety workshop for all personnel. Fire safety, use of extinguishers, resuscitation, and bomb scare precautions were included in the three sessions.

The Student and Community Service sub-committee, a part of the R.T.I. Long-Range Planning Committee, began searching for means of expanding and improving student and community services.

## career education

**Curriculum:** The number of full-time curriculum programs for Robeson Technical Institute continues to grow. Twenty-three programs are approved by the Department of Community Colleges and the State Board of Education. However, because of lack of facilities and current student demands, only 17 were offered during the 1971-1972 school year.

**Enrollment:** The enrollment of students attending full time increased from 265 in 1970-71 to 313 in 1971-72, a growth of 18 percent. The major increase occurred in the one-year vocational programs, which had an increase of 50 students. The

increase will produce an estimated 28 percent growth of instructional monies for the coming year (1972-73).

The evening part-time curriculums in Business and Teacher Aide experienced a growth of 100 percent by enrolling 170 students in 301 enrollments in 20 different course offerings.

**New Programs:** Two full-time programs were added during the year: One to serve the farming interest and one to serve the industrial sewing industry. The farmer training program began its first quarter in December with an enrollment of 17. Since that time enrollment has grown to 29.

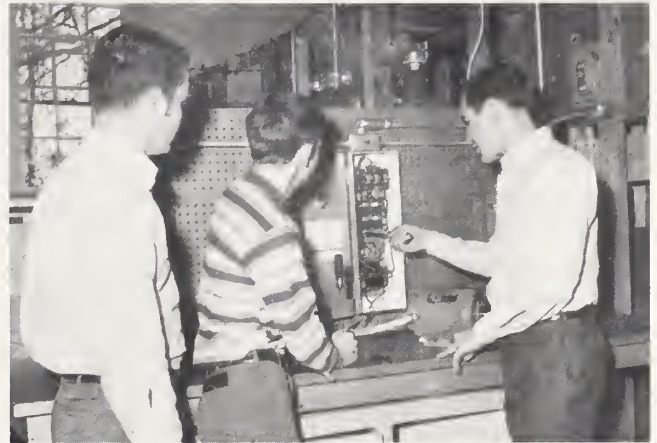
Industrial Sewing began in June in an attempt to meet the demands of the sewing industries for experienced operators. Financial support is provided by five Robeson County industries and will include six weeks training on the job in addition to five weeks in the classroom.

A new curriculum in Air Conditioning and Refrigeration has been approved by the Board of Trustees and the State Board of Education and will be offered in the fall of 1972.

Several courses were offered for the Business and Teacher Aide part-time students as well as special offerings for the inmates at the Robeson County Unit of the North Carolina Department of Corrections.

**Faculty:** Current full-time faculty at Robeson Technical Institute now number 24, which includes those teaching in the Preparatory Trade program at the prison. Growth during 1971-72 projects an increase of four new positions for 1972-73. The additions will reduce teaching loads and improve the quality of existing programs as well as provide one new program offering.

Part-time faculty increased 77 percent — from eighteen to thirty-two. The majority of the increase was due to increased demands for evening part-time courses.



**Facilities:** Three new general classrooms, each containing 693 square feet, will be ready for use in the fall quarter. The construction is being completed by students in Carpentry, Masonry, and Electrical Installation.

**Advisory Committees:** During the past year advisory committees have become active in Accounting and Business Administration, Secretarial Science, Air Conditioning and Refrigeration, Practical Nursing, Automotive Mechanics, Veteran Farmer Training Program, Industrial Sewing, involving 75 persons in industry and the community at large. It is expected that advisory committees for all curricular areas will be active prior to October 1972.

**Special Interest Notes:** The building trades courses at Robeson Technical Institute have participated in nine community service building projects which have saved the citizens of Robeson County an estimated \$20,000 in labor costs.

A student team from the Automotive curriculum won second place in the statewide Plymouth Trouble Shooting Contest. This is the third consecutive year that teams from Robeson Technical Institute have won first or second place.

## general adult education

For the period of July 1, 1971, through June 30, 1972, 1774 students enrolled in 68 general adult extension classes at Robeson Technical Institute. Approximately 40 instructors were employed, and the average class enrollment was 26.

Areas and communities other than the Robeson Technical Institute campus were utilized for class meetings. Of the 68 classes offered, 16 were taught on the R.T.I. campus while 52 were taught in facilities in other areas in the county. The percentage breakdown was 23.53 percent on campus and 76.47 off campus. Off-campus classes were held in the following locations: Oxendine School, Union Elementary School, Green Springs, St. Pauls, Parkton, Rowland, Fairmont, Robeson County Correctional Unit, Piney Grove Elementary School, Prospect, Fairgrove High School, and Marietta.

A series of community service lectures were offered. These lectures were set up in the form of a drug abuse in-service education workshop. The workshop was co-sponsored by Robeson Technical Institute and Lumberton City Schools. Approximately 50 public school teachers, by participating in this series of lectures, earned one hour of certificate renewal credit.

An increased extension budget will enable Robeson Technical Institute to offer an increased number of classes during the 1972-73 school year. The number of locations and areas served will also increase.

## occupational extension

The Occupational Extension program endeavors to evaluate the occupational opportunities in the local areas and to offer instruction to various groups or individuals which will assist them in meeting their needs for employment. The instruction trains for initial employment, retraining for some other type of employment, or offers inservice training for upgrading in employment.

**Enrollment:** Significant advances in the occupational extension program have been made during this reporting period. One thousand eight hundred eighty adults enrolled in one or more courses as compared to 1,620 students in 1970-71 in the occupational area. This was only a 16 percent growth in enrollment over the previous period, but the real growth was noted in the membership hours reported. In 1970-71, 50,782 membership hours from 70 classes were recorded. During the 1971-72 year we accumulated 186,446 membership hours from 84 classes, a growth of 267 percent. A significant factor of the 84 total classes is that 34 different areas of instruction were included.

**New Courses:** The increase in enrollment and membership hours can be credited in part to the scheduling of 13 new courses never before offered at Robeson Technical Institute. Among these were: Police Bomb Techniques, L. P. Gas School, ABC Laws, Agricultural Construction, Basic Police School, Jail Detention, Auto Emission Control, Area Fire School, Basic Boating, Emergency Room Techniques, City Ordinances, and Wastewater Treatment.

**Areas of Instruction:** Efforts have been coordinated with public service agencies in Robeson County to provide training courses for law enforcement personnel, volunteer fire departments, rescue squads, and health agencies.

Fifteen classes in First Aid were offered for area rescue squads, funeral homes, and industry. Robeson Technical Institute offered two classes of Nurses Aide Training with an enrollment of 54, and a new course was held at the local hospital in Emergency Room Techniques for the rescue squads in the county.

In the law enforcement training category, 140 officers from Robeson and six other counties participated in courses ranging from Police Bomb Techniques to ABC Laws. Thirteen new rookies attended the first Basic Police School to be offered in our area, consisting of 150 hours of formal instruction by ten different instructors.

**Industry:** During the year, training programs have been conducted in 14 industrial plants in Robeson County in First Aid, Fire Brigade, Employment Skills, and Management Development Training. Several companies have participated in courses that have been provided on provisions of the Occupational Safety and Health Act of 1970.

## learning laboratory

The Learning Laboratory offers programmed instruction which presents the material to be learned in small, sequential steps, moving gradually from basic and easily learned material to the more difficult. The student can enroll in the Learning Laboratory at any time during the year. He sets his own work schedule and progresses at his own pace.

Among the areas of study available in the programmed materials are arithmetic, English, social science, mathematics, foreign languages, business, and general interest subjects. The reading programs provide instruction from elementary grade 2 to college level.

Two full-time instructors and one part-time instructor are responsible for the operation of the Learning Laboratory, which is open Monday through Thursday from 8:00 A.M. to 10:00 P.M., and on Friday from 8:00 A.M. to 5:00 P.M.

Thirty-nine adults, enrolled during the period of July 1, 1971, to May 31, 1972, completed the requirements for the Adult Diploma. Five students

successfully completed the General Educational Development examinations, and ten students completed one or two subjects in the Laboratory to meet public school requirements for diplomas which were issued by the local high school of these students.

During this period 215 new students enrolled in the Laboratory. This number added to the 115 students already on roll July 1, 1971, gives a total of 330 students.



## adult basic education

Adult Basic Education (grades 1-8), which starts in September and ends about May 1, was available at 21 locations in the county. Twenty-nine instructors taught the classes for 383 adults enrolled, of which approximately 49 percent had completed less than six grades of prior schooling. The age range was from 16 through 78. Thirty-two students were registered as over 65 years of age. The largest enrollment (108) was in the 16-24 age group.

Of the total enrollment, 218 were female and 165 male; 244 were employed while 139 were listed as unemployed.



## adult high school

Sixteen teachers in 13 centers worked with a total of 297 students in the Adult High School program. Of this number, 224 were female, male, and 204 were employed.

Students enrolled are working to complete the requirements of the Adult High School Diploma program in cooperation with the local school boards. Approximately 50 students will complete the requirements for graduation this year through the Adult High School program. The age range was from 16 to over 70, with the greatest number concentrated in the 16-24 age bracket. The majority had terminated their education either in grades 10, 11, or 12.

In addition to the regularly scheduled Adult High School classes, individual study is available in the Learning Laboratory.



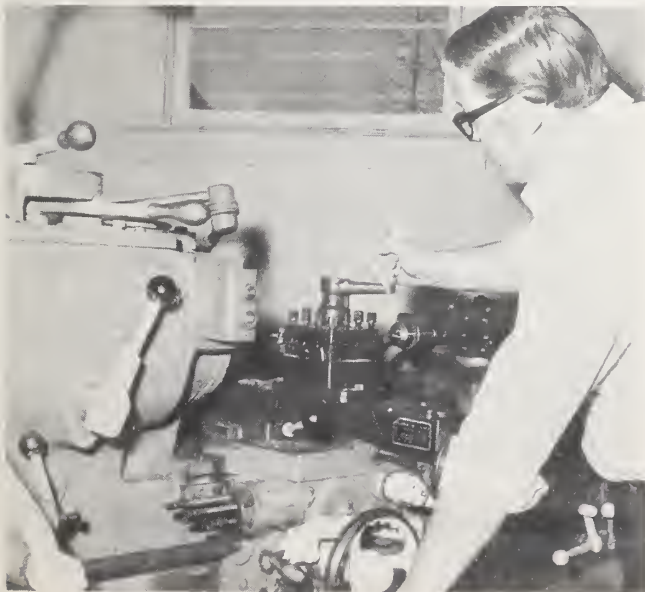


## manpower development training program (mdta)

Programs of Plumbing, Bricklaying, and Carpentry were conducted under the provisions of the Manpower Development Training Act.

In cooperation with the Employment Security Commission, forty-five students received training in these three programs. Skill training and basic education were combined to prepare the student for employment at the apprenticeship level.

## concentrated employment program



The Concentrated Employment Program (CEP) continued for 1971-72 for the disadvantaged, unemployed, and underemployed adults of the area.

The program is sponsored by the North Carolina Manpower Development Corporation and administered locally by a regional office.

Approximately 103 students were served through CEP in basic education and skill training.

There has been an increase in the use of all materials of the Media Center by both faculty and students. This is in keeping with the current philosophy of education stressing the use of varied media rather than depending on a single textbook for each subject. The increased use of varied media has emphasized the need to enlarge the supply of audio-visual materials and equipment of every type. The increased utilization of the Media Center emphasizes the need for increasing the supply of the printed media for every phase and maintaining constant care in keeping the media current.

Although the Media Center is intended primarily for the use of students at Robeson Technical Institute, it is open to the community. The Media Center in its collection of books stresses technical subjects and probably has the most comprehensive collection in Robeson County.

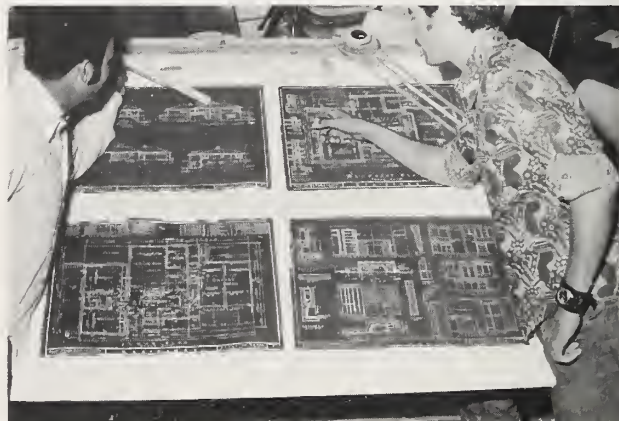
During the past year, Robeson Technical Institute Media Center achieved two firsts. The first Handbook for the Media Center was written and distributed to students and faculty.

Also during the year, the Media Center became affiliated with the In-Wats Service (Inward-Wide Area Telephone Service). This means that the Center has direct communication with the State Library Center in Raleigh in order to make inquiries or to obtain materials on an express basis.

## RESOURCES

**Materials:** The Media Center has a book collection of more than 7,500 catalogued volumes; approximately 130 current periodicals; 3 daily newspapers; 60 bound volumes of periodicals; 49 rolls of microfilm; 310 transparencies; 275 paperbacks of all varieties on the "swap shelf"; and a vertical file.

**Audio-Visual Equipment:** The Institute has <sup>12</sup>6 filmstrip projectors; 2 tape recorders; 2 controlled readers; 2 television sets; 3 record players; 8 movie projectors; 19 overhead projectors; 3 opaque projectors; 1 photocopier; <sup>4</sup>24 slide projectors; <sup>3</sup>3 cassette recorders; and 9 portable screens.

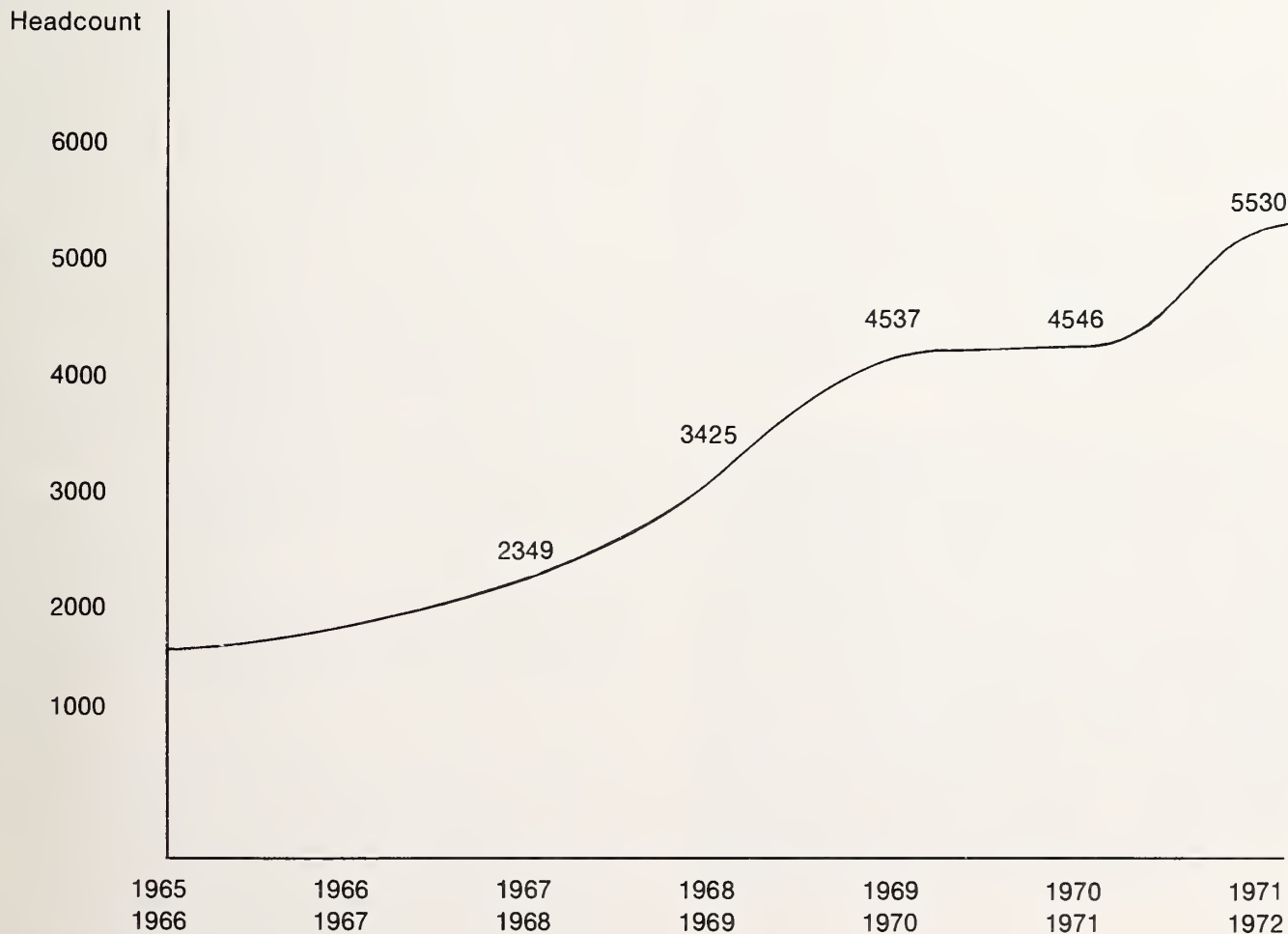


## ROBESON TECHNICAL INSTITUTE

Enrollment Chart — All Programs

Headcount by Years

1965-1972



The following funds were expended by Robeson Technical Institute for the fiscal year, July 1, 1971,  
— June 30, 1972.

State Current Expense .....	\$ 586,211.26
County Current Expense .....	57,367.12
State Capital Outlay .....	34,758.39
County Capital Outlay .....	18,775.04
Concentrated Employment Program .....	46,414.56
Adult Basic Education .....	41,698.06
Vocational Education Funds for Disadvantaged and Handicapped Persons .....	35,979.00
Work Study HEW .....	7,818.71
Work Study Vocational Funds .....	832.39
M D T A .....	49,015.12
Emergency Employment Act .....	9,573.94
New Industry .....	5,350.00
New Campus Construction .....	206,224.10
Special Funds .....	39,749.56
<hr/>	
TOTAL .....	\$1,139,767.25

### Financial Aid

Approximately 60 percent of the full-time student body receives financial aid from one of these sources: Veteran Benefits, Vocational Rehabilitation, MDTA Less-than-class, CEP, College Foundation, Inc., Work-Study, Social Security, Department of Social Services, and the local Student Aid Fund. Fifty-seven local donors, representing businesses, industries, civic and church groups, and individuals, contributed \$6924.50 to the Student Aid Fund, with 49 students receiving this aid. The total amount of aid received from all sources by students this year was over \$166,000.

### Student Activities

Scheduling of two one-hour activity periods a week has stimulated greater participation in student activities. The Student Government Association sponsored three school dances, cookouts, rap sessions, Miss R.T.I. Contest, a softball team, parade floats, and such "fun" projects as a bicycle race, ugly teacher contest, and slave auction. A mock gubernatorial election raised money for the current Heart Fund.

The activity period provided time for more student involvement in school affairs, with active participation on various committees. Through surveys and committee recommendations, students had a voice in several policy and procedure revisions.

Excellent leadership by an active Student Council occasioned a continuation of good campus spirit throughout the year. Representatives of the SGA attended two state conferences for Student Government organizations in the Community College System. A budget governing the student activity fees for 1972-1973 has been adopted by the SGA.

### Educational Information

A concentrated effort has been maintained throughout the year to inform the public of the opportunities provided at Robeson Tech. The Educational Information Officer has talked with individuals and groups in all schools of the area. Talks have been made to civic groups and church groups. Student groups have toured the school. Robeson Tech was represented at four county College Nights, two high school Career Days, and at the county Jaycee Fair with a prize-winning booth. Tours of local industries were provided for high school counselors as part of an effort to acquaint them with career education.

A Summer Outreach program, financed through federal funds, assured continuing local support of the Student Aid Fund. The five counselors employed informed approximately 1200 individuals of the educational opportunities at Robeson Tech.



## growth of full and part-time curriculum

School Year	Enrollment	% Of Growth Over Preceding Year
1965-1966	20	
1966-1967	74	270%
1967-1968	116	57%
1968-1969	209	80%
1969-1970	293	40%
1970-1971	359	23%
1971-1972	671	87%







